Montana
Office of Public Instruction
Denise Juneau, State Superintendent

Office of Public Instruction
P.O. Box 202501
Helena, MT 59620-2501
406.444.3095
888.231.9393
406.444.0169 (TTY)
opi.mt.gov

MEMORANDUM

To:	System Test Coordinators, Special Education and Coop Directors, and Teachers
From:	OPI Assessment Division
Date:	August 11, 2014

Re: Field Test participants needed for the NCSC Alternate Assessment Pilot 2 Test

In winter 2013, Montana became a member of the National Center and State Collaborative (NCSC) which is developing alternate assessments in English Language Arts (ELA) and Math connected to the Common Core State Standards.

- In February-April 2014, Montana teachers and students participated in the Pilot 1 Test.
- A second pilot of the test is scheduled for October and November 2014. Montana teachers of students with significant cognitive disabilities (those students eligible for the CRT-Alt) are invited and encouraged to participate. We look forward to your participation in this important pilot. Details are below.

Purpose of the NCSC Pilot 2 Test:

- Provide information for the first full administration of the NCSC Alternate in spring 2015 including training, administration, and test items and forms.

Participation:

- CRT- Alternate eligible students
- **Grades 4-9, and 12**
    - Students will be assessed on the previous grade level content because the Pilot 2 Test will be administered in the fall.
- Student participants will be assigned to participate in one of two content combinations:
    - **ELA (reading and writing)**
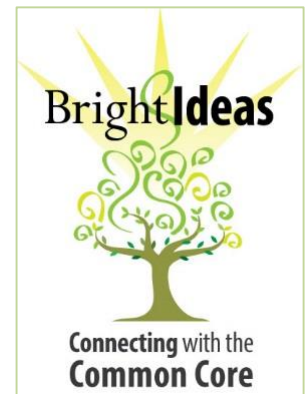   - **Reading and Mathematics**

Test Format

- Items accessed using an **online assessment platform**
- Students will either interact directly with the computer/device or the test administrator can enter answer choices for the student.
- **Multiple sessions** determined by student needs

Pilot Test Window:

- October 20 to November 14, 2014

Test administrators will need:

- Approximately 2.5–3.5 hours to complete the self-directed online training modules.

The Montana Office of Public Instruction provides vision, advocacy, support, and leadership for schools and communities to ensure that all students meet today's challenges and tomorrow's opportunities.

- Time to administer the Pilot 2 Test; the time needed will vary by student. The test forms will include a range of item complexity and Test Administrators may pause and resume the test based on student needs.
- Access to the necessary technology (i.e., computers) to complete the training, practice tests, and administration of the Pilot 2 Test with students.

Technology Requirements:
- NCSC Proposed Workstation and Bandwidth Technology Requirements Pilot 2 Test:

• **Test Delivery Workstation Hardware and Software:** The test delivery system should align with the State	
• Educational Technology Directors Association (SETDA) recommendations. The following represents the minimum hardware and software requirements of the test delivery	
Operating System	Windows Vista SP2, Windows 7, Windows 8 OS X 10.4.4 (Tiger), 10.5 (Leopard), 10.6 (Snow Leopard), 10.7 (Lion), 10.8 (Mountain Lion), 10.9
Browser	IE 9 or better; Firefox 24 or later; Chrome 26 or better; Opera 12 or better Safari 6 or
Monitor	Screen resolution: 1024 x 768 or higher; screen size 9.5: inches or larger, color depth:
Other Workst ation	32 bit and 64 bit processors supported; disk space: 100 MB or more; Chromebook version 18 or better;
Evidence Collection	Document scanner or Webcam (640 x 480 or better)
Bandwidth	1.5 Mbps dedicated or faster
Flash	Not required.

Benefits to schools that participate in the pilot test:
- Experience test procedures, training, technology, and item types prior to the first administration in spring 2015
- Provide feedback to directly impact operational test design
- Depending on district policy, teachers may earn 3 CEUs for completion of the test administration training. Teachers should check with their school administrator about that policy.
- Live webinar trainings by OPI may be requested.

To participate in the Pilot 2 Test, please contact:
- Yvonne Field, Assessment Specialist, yfield@mt.gov , 406-444-0748

Thank you for considering participating in the NCSC AA-AAS Pilot 2 Test.

The Montana Office of Public Instruction provides vision, advocacy, support, and leadership for schools and communities to ensure that all students meet today's challenges and tomorrow's opportunities.